## St. Louis County Department of Public Works Division of Code Enforcement

## When is a Mechanical Permit required for Commercial Projects? (Commercial includes Multifamily Residential)

## **MECHANICAL WORK**

A Mechanical Permit is required to erect, install, enlarge, alter, reconstruct, repair, remove, convert, or replace a mechanical system regulated by the mechanical code. .

Mechanical systems are composed of components, devices, appliances, and equipment and include, but are not limited to, heating and/or air-conditioning systems, refrigeration systems, exhaust systems, piping systems, duct systems, venting systems, hydronic systems, ventilation systems, fire protection systems, and elevator & conveyor systems.

The following types of work shall be considered as ordinary repairs or minor work for which a Mechanical Permit will not be required:

- 1. Ordinary repairs for the purpose of maintenance and service. This includes items such as the repair or replacement of any minor part of a piece of equipment that does not alter the approval of the equipment, the replacement of piping within heating or cooling equipment, replacement of leaking or defective valves, fittings or connections of system components, changing of belts, parts, filters and lubrication of equipment, recharging, testing and balancing of equipment and similar service work. This includes the repair or replacement of the following items, equipment parts, or system components:
  - · Compressor or compressor motor,
  - Evaporator coil on units less than or equal to 25 tons,
  - Refrigerant line dryer/accumulator,
  - Fan/blower motor or housing,
  - Heat exchanger on gas fired equipment for forced air systems,
  - Exhaust fans less than or equal to 80 cfm,
  - 10 feet or less of gas line.
  - 10 feet or less of ductwork.
  - Parts internal to the condensing unit or furnace, RTU, air handlers, unit heaters, radiant heating system, ground source heat pump, and/or piping, chillers, cooling towers, VAV boxes, fan-terminal units, or heat wheel.
  - Controls, including thermostat,
  - Pumps less than 1 HP, and
  - Recharging refrigerant

(Note: All other repairs and replacements to mechanical systems and equipment requires

- a permit, including, but not limited to, installing or replacing a condensing or heat pump unit, furnace, RTU, air handler, unit heater, radiant heating system, ground source heat pump and/or piping, chiller, cooling tower, air compressor, VAV box, fan-terminal unit, heat wheel, boiler, flue pipe, flue liner, vent connector, gas shut off valve, gas regulator, duct detector, and fire or smoke damper.);
- 2. Installing, replacing, or repairing portable heating appliances, portable ventilation appliances and equipment, portable cooling units, portable evaporative coolers, and portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid;
- Installing, replacing, or repairing self-contained refrigeration systems that contain 10 pound (4.5 kg) or less of refrigerant, or that are actuated by motors of 1 horsepower (0.75 kw) or less.
- 4. Repairing or replacing 25 or fewer diffusers/registers/grills provided a) the ductwork is not altered, b) they are not in a fire rated wall or ceiling, c) they are not connected to or associated with a fire or smoke damper, and d) the ceiling grid of the affected area is not being replaced. (Note: A permit is required for 26 or more diffusers/registers/grills or when any of the conditions noted occur regardless of the number being repaired or replaced)
- 5. Relocating 3 or less diffusers/registers/grilles with a ductwork modification or extension of 5 feet or less per relocated diffuser/register/grille within an existing ceiling or replacing 3 or less diffusers/registers/grilles in the same manner and location within a replaced ceiling provided they a) are located within a single room or space not exceeding 500 square feet in area, b) are not located within a fire rated ceiling, and c) are not associated with a fire or smoke damper. (Note: A permit is required to relocate or replace 4 or more diffusers/registers/grills or when any of the conditions noted occur regardless of the number being relocated or replaced)
- 6. Adding an air cleaner or humidifier to an existing furnace.

For additional information on mechanical permit & inspection requirements visit our website at www.stlouisco.com/YourGovernment/CountyDepartments/PublicWorks.